

# **3 FAH-2 H-400 Appendix J**

## **INTERAGENCY LOCAL EMPLOYEE POSITION CLASSIFICATION STANDARDS INTRODUCTION**

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This appendix contains position classification standards for use in classifying Foreign Service national positions as prescribed in Subchapter 3 FAH-2 H-450 of this chapter.

The standards are arranged by broad occupational groups and series of classes as indicated in 3 FAH-2 H-400 Appendix I , Outline of Foreign Service National Position Classification Plan.

A brief introduction has been prepared for each occupational group and series of classes. The introductions vary somewhat, but in general they explain the coverage of the groups and series of classes, and in the case of the latter, explain types of positions excluded from coverage, and provide background information which is useful in interpreting and applying the standards. The introductory sheets should always be read before attempting to apply the standards.

In some occupations, size of post or importance of program is a classification factor, whereas in other occupations, the classification of individual positions is unaffected by considerations of size and program importance. In general, size of post and importance of program tend to be related. This necessitates reference to size of post in some standards. Small, medium, large, and very large posts are referred to with sufficient frequency that they have been defined below:

- Small An all-agency Foreign Service National population of less than 75 employees
- Medium 75 to 200 Foreign Service National employees
- Large 200 to 400 Foreign Service National employees
- Very Large Over 400 Foreign Service National employees

These ranges of employee populations are not intended to include contract employees of organizations such as NASA or HHS, who are not paid in accordance with the post Foreign Service National employee compensation plan.

In general, standards have been prepared for all commonly occurring and well populated classes of positions, but there are a few exceptions for which coverage will be provided when feasible. There are also classes of positions which occur infrequently, or only at a small number of posts. It was not considered practicable to prepare standards for these positions as a part of the original development project, but standards may be prepared at a later time.

Where a class of positions is not specifically covered by position classification standards, such positions should be classified in accordance with the General Grade Level Guides, and related classification standards, as stipulated in Subchapter 3 FAH-2 H-450 and 3 FAH-2 H-400 Appendix G of this chapter.